

AMENDMENT NO. 3 TO THE NASA RESEARCH ANNOUNCEMENT (NRA) ENTITLED
"RESEARCH OPPORTUNITIES IN SPACE AND EARTH SCIENCES (ROSES) 2006,"
NNH06ZDA001N, RELEASED JANUARY 23, 2006

AMENDMENT NO. 3: Additional instructions for formatting and uploading electronic proposals

The following text is inserted into the ROSES-2006 *Summary of Solicitation* as a new section, Section IV(b)(viii).

IV. PROPOSAL AND SUBMISSION INFORMATION

(b) Content and Form of the Proposal Submission

(viii) Formatting and Uploading Electronic Proposals into NSPIRES

Although NSPIRES has the ability to accept many, separate proposal documents, all electronic proposals submitted to NASA in response to any program element of the ROSES-2006 NRA must be composed of only three parts: (i) the electronic *Cover Page* form; (ii) the complete proposal document for review by the peer reviewers; and (iii) the detailed budget for review by NASA. The proposer is responsible for assembling the complete proposal document for peer review; the components of the proposal should not be uploaded as individual documents.

Part (i), the electronic *Cover Page* form, is created online via NSPIRES forms. Additional guidance in completing these forms may be found in Section IV(b)(ii) and in the *Guidebook for Proposers* (Section 2). The budget summary described in Section IV(b)(vii) is one of the NSPIRES forms.

Part (ii), the electronic proposal document, must be a searchable, unlocked PDF file that contains the complete proposal, assembled in the order provided in the *Guidebook for Proposers* (see Section 2.3). The budget justification described in Section IV(b)(vii) should be included within the electronic proposal document. This file should be uploaded to NSPIRES as the "proposal document" attachment type.

It is unnecessary to download the Proposal Cover Page and incorporate it into the Proposal Document. NSPIRES will automatically route the three parts of the proposal (*Cover Page* form, proposal document, and detailed budget) to the appropriate peer or NASA reviewers.

Part (iii), the detailed budget for review by NASA, must be a searchable, unlocked PDF file that contains the complete budget table including all cost components and the total cost, as described in the Section IV(b)(vii)). This document should be uploaded to NSPIRES as the "total budget" attachment type.

Documents such as team member biographical sketches, letters of commitment, and current and pending support should not be uploaded to NSPIRES as separate files. Any warnings or errors that NSPIRES might generate as part of the element check concerning seemingly missing data should be ignored after verifying that the material is included in the electronic proposal document.

The fourth paragraph of Section VI(b)(ii) of the ROSES-2006 *Summary of Solicitation* is replaced in its entirety.

~~The required elements of the proposal, including the science/technical/management section, must be submitted as one or more PDF documents that are attached to the *Cover Page* using the tools in NSPIRES. NSPIRES will provide a list of all elements that make up an electronic proposal, and the system will conduct an element check to identify any item(s) that is(are) apparently missing or incomplete. Note that a failed element check will not preclude submission but rather it will serve as a warning that a proposal may be incomplete.~~

The required elements of the proposal, including the science/technical/management section, must be submitted as a single PDF document that is uploaded using the tools in NSPIRES. Only one other document, the detailed budget (see Section IV(b)(vii)) should be uploaded into NSPIRES. Section IV(b)(viii) describes in more detail the correct procedure for assembling and uploading the electronic proposal.

A new paragraph is added at the end of Section IV(a) of the ROSES-2006 *Summary of Solicitation*.

From time to time, it may be necessary to clarify the instructions in the Guidebook for Proposers, especially as they apply to proposers responding to this ROSES NRA. A document titled *Clarifications to the Guidebook for Proposers* is posted on the ROSES index page. The *Clarifications to the Guidebook for Proposers* clarifies Section 2.3 “Proposal Contents” and is applicable to all program elements in the ROSES-2006 NRA.

The [*Summary of Solicitation*](#) for this NRA has been updated to reflect this amendment.

Questions may be addressed to Dr. Paul Hertz, Chief Scientist, Science Mission Directorate, NASA Headquarters, Washington, DC 20546-0001; Telephone: (202) 358-0986; E-mail: Paul.Hertz@nasa.gov.